



Middletown Committee for the Arts

Minutes

Monday, June 27, 2011 at 5:45PM

Middletown Public Library, West Main Rd., Middletown, RI 02842

Those in attendance: Linda Phelan, Chair; Diane Andrews, Nancy McAuliffe (excused herself from the meeting at 6PM), Amy Cordeiro, Vice-Chair; Susan Woythaler, Secretary; Lisa Hansel, Richard Cambra, Liaison to the Town Council; Carmela Geer (arrived at 6:05PM).

Those absent: Rod O'Hanley, Diana Skaggs, Diane Kerins.

Guests in attendance: Austin, USMC; Saul Woythaler

**1. Call to order:**

- Chair, Linda Phelan called the meeting to order at 5:45PM.

**2. Review and approval of the June 13, 2011 minutes:**

- Motion to approve with the noted corrections made by: Linda Phelan; seconded by Amy Cordeiro. Unanimously passed.

**3. Review of Committee Reports**

- Student Management—Carmela Geer (arrived at 6:05PM)
  - Task Force Booth/Involvement
  - Carmela will communicate with Pat Saxton to facilitate Boy Scout volunteers
  - MHS students will display art in an assigned Student Tent
- Performance Management—Diana Skaggs
  - Can begin to make contact with the Performing Artists
  - The Performances and Children's Activities will be held under the same tent.
  - The schedules will be coordinated

- Participating Artists—Linda Phelan
  - Potential additions: Maher Center, Teresa Mowery, Susanna's Homemade ice cream, Potter (investigating) Knitting Corner (handcrafted knit-wear)
- Food Vendors—Amy Cordeiro
  - Will follow up with local possibilities
  - Dels and Titos are interested
  - A total of 30 letters to local businesses were mailed out
- Venue Management—Linda Phelan
  - There are 4 electrical outlets
  - Linda will communicate with the participating visual artists as to their needs
  - Will coordinate tent set-up, fire marshal, chairs, tables and porta-johns
  - Will coordinate with Shawn on payment for the above
- Demonstrations/workshops—Diane Kerins
  - Fiber Fanatics and Shawn David have committed
  - Discussion
    - Brainstormed other possible demonstrations
- Children's Tent—Susan Woythaler/Nancy McAuliffe (left the meeting at 6PM)
  - Possibilities so far:
    - Creative Movement w/ Revka
    - Jazz Class/Hip Hop Class (pending)
    - Drama workshop with Tara
    - Percussion Session
    - Craft Table (pending)
  - Discussion of other possibilities
    - Drip Castles—sand & water
    - "Leave your Impression" —mural paper—Diane A. will provide a roll of paper—Lisa can provide crayons
    - Working with the manager of "Michaels" for a craft activity
    - Linda will look into a "Family Yoga" workshop
  - Contacting people to lead the workshops
- Arts Surprises—Susan Woythaler/Nancy McAuliffe (left the meeting at 6PM)
  - More progress closer to the date of the event
- Rack Card—Lisa Hansel and Diane Kerins
  - Linda presented the printed rack cards that she designed.

- Discussion about the need to have written “Intellectual Property Permission” from the participating artists to use their work in any promotional materials
  - Linda has received e-mail permission from the participating artists to use their work in any promotional materials
- Discussion regarding the rack card
- Silent Auction—Diane Andrews
  - Sent out 20 additional letters to Middletown businesses
    - 3 more confirmed with donations
      - Custom House Coffee
      - Newport Athletic Club
      - Good Spirits
- Publicity & PR—Linda Phelan
  - Read the list of media where she has sent the PR for the event
  - Created and put up a wooden sign at the intersection of Mitchells Lane and East Main Rd. Will construct 2 more signs
  - Lawn signs have been made and will be erected in July.
  - Will contact Matt Sheley at the Newport Daily News for a story focusing on the MHS Chorus Camp’s participation in the Celebration of the Arts
  - Looking into having the Celebration posted on the MHS marquee as well as the Gaudet marquee.

**4. Old Business**

- None

**5. New Business**

- None

**6. Next Meeting: July 11, 2011 at the Middletown Public Library at 5:45PM**

**7. Meeting adjourned at 7:05PM**

Respectfully submitted by: Susan Woythaler, Secretary